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Fall 2010 CU Succeed Registration Packet

August 24, 2010

Dear CU Succeed Students, Instructors, Parents and Counselors,

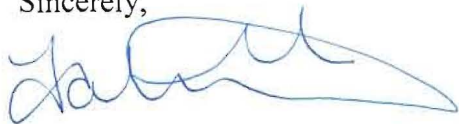
Welcome to the beginning of another exciting school year! Enclosed you will find information to help guide you through the Fall 2010 registration for the CU Succeed Programs. To help you have an accurate and stress-free registration, please print this packet to have the instructions handy during the process.

In this packet you will find the following:

- **CU Succeed Program Information**
- **Fall 2010 Registration Schedule and Deadlines:** It is critical that these deadlines are followed and met on time. *There will be no exceptions or extensions!*
- **Parent/Guardian Consent Form:** Every student must submit a signed and completed form to their instructor by the end of registration (October 4, 2010).

If you have any questions, please feel free to contact our office. We look forward to working with you in the upcoming months. Have a stellar semester!

Sincerely,



Fatimah Ben-Masaud
CU Succeed Enrollment Coordinator
Phone: 303-556-4384
Email: fatimah.ben-masaud@ucdenver.edu



University of Colorado Denver

CU Succeed

CU Succeed Program Information

The CU Succeed Silver and Gold Programs collaborate with more than 90 high schools in Colorado offering students the opportunity to achieve a head start towards their college careers. Through the CU Succeed Programs students can take UC Denver courses during the school day, on the high school campus. This opportunity allows students to earn high school and UC Denver credit. For more information please visit the CU Succeed website at www.ucdenver.edu/cusucceed.

If you would like to participate in the CU Succeed Program, please read the below instructions to enroll for the opportunity this Fall 2010 semester.

1. Apply.

(Students who have previously enrolled for a CU Succeed course do not need to apply. Please call the Registrar's Office at 303-556-2389 to get your student ID number over the phone. Skip this step and move to Get Your Class Number.)

Every student who has not previously enrolled in a CU Succeed course must submit a CU Succeed Application. The Application is completed online in two parts and must be submitted by **Monday, September 27, 2010**. You will receive your student ID number via e-mail 24-48 hours after you submit the application. Once you receive your student ID number, proceed to **Get Your Class Number**.

2. Get Your Class Number.

After you have completed the application and received your student ID number via e-mail you need to get your class number(s) for each course you are taking. Class numbers can be found at the CU Succeed Website on the Fall 2010 Course List. Proceed to **Activate Your Account and Password**.

3. Activate Your Account and Password.

Now that you have your student ID number and your class number, you need to activate your account and password for registration online. Activate your account through the UCD Access Portal. You now should have your class number(s), your official user name and password. Continue to **Register for Your Courses**.

4. Register for Your Course(s).

You are ready to register for your course(s). Return to the UCD Access Portal. Follow the step by step instructions provided on the CU Succeed website. Double check that you are enrolled in the correct course! You have completed registration. Have a successful semester.

Additional information and step by step instructions can be located at www.ucdenver.edu/cusucceed. Feel free to contact the CU Succeed Office for more information or if you have questions.

Fatimah Ben-Masaud
CU Succeed Enrollment Coordinator
Phone: 303-556-4384
Email: fatimah.ben-masaud@ucdenver.edu

-or-

Nicole Jackson
CU Succeed Program Coordinator
Phone: 303-556-6140
Email: nicole.jackson@ucdenver.edu

CU Succeed website: www.ucdenver.edu/cusucceed

UCDAccess Portal: <https://portal.cusys.edu/UCDAccessFedAuthLogin.html>

University of Colorado Denver

CU Succeed

Fall 2010 Registration Schedule and Deadlines

Monday 08/30/10	<p><u>Registration Opens:</u> Students may begin the registration process for all Fall 2010 CU Succeed courses. Please refer to the CU Succeed website or to the <i>Fall 2010 Registration Packet</i> for complete registration information.</p>
Monday 09/27/10	<p><u>Last Day to Apply:</u> Students must complete their CU Succeed Application by this date or else they will not have enough time to register.</p>
Monday 10/4/10	<p><u>Last Day to Register for Courses:</u> If students are not registered by this date at 5:00 PM, they will not be able to receive UC Denver credit. There will be no exceptions!</p>
Monday 10/11/10	<p><u>Last Day to Drop With Tuition Refund:</u> Students may drop a course, online, using the UC Denver Student Portal and will not be financially responsible through this date. Information on dropping a course can be found in the <i>Fall 2010 Registration Packet</i> and on the CU Succeed website.</p>
Wednesday 10/13/10	<p><u>Instructors: P/G Consent Forms Due:</u> Instructors must submit all completed Parent/Guardian Consent forms collected from students registered through the CU Succeed Programs. Please send completed forms to Nicole Jackson.</p>
Monday 11/01/10	<p><u>Last Day to Drop WITHOUT a Tuition Refund:</u> Students may drop through this date. Students will be financially responsible if the course was not dropped by 10/04/10. Information on dropping a course can be found in the <i>Fall 2010 Registration Packet</i> and on the CU Succeed website.</p>
Tuesday 12/07/10	<p><u>Tuition Due:</u> Tuition for all Fall 2010 CU Succeed courses is due on this date.</p>

Have questions? Please contact:

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Phone: 303-556-4384
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-or-

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**CU Succeed Gold Program
University of Colorado Denver
Fall 2010
PARENT/GUARDIAN CONSENT FORM**

The CU Succeed Gold Program is a unique program of the University of Colorado Denver that works with schools throughout Colorado to provide high school juniors and seniors with the opportunity to take courses in their high schools for both high school and college credit. The courses offered in the program are not high school courses for which students earn college credit. They are courses that have been reviewed by UC Denver faculty and have been deemed equivalent in content and academic standards to courses taught on the UC Denver campus. Additionally, the instructors are high school faculty who have met the same standards as on-campus instructors, and who have been granted adjunct faculty status by an academic department of the University.

Students who enroll in CU Succeed Gold courses earn credits just as students enrolled at a University of Colorado campus. The credits earned in the courses can be applied to a degree program at one of the CU campuses (with limited exceptions), or they may be transferred to another college or university (Visit www.ucdenver.edu/cusucceed for more information regarding the use and transfer of credits.). **UC Denver cannot guarantee that its courses will transfer to all institutions, nor will it refund tuition for courses that do not transfer. Grade reports are not automatically sent to students. Students may request official transcripts from the transcript office at no cost. Instructions appear on the CU Succeed website.** Transcripts are generally not available until three weeks after the completion of a course.

Enrollment in CU Succeed Gold courses for UC Denver credit is **optional**. Students who wish to enroll in CU Succeed Gold courses and receive UC Denver credit must **1) obtain the consent of their parent or guardian on the form below and submit it to their course instructors, 2) register for the courses on the CU Succeed website during the specified registration period, and 3) pay tuition for the courses to UC Denver at the rate of \$75 per credit. Unpaid tuition will result in additional service charges and may be subject to a 20% collection cost. Tuition payments may be made online only. No tuition bill will be issued by the University of Colorado Denver. Students who register for a CU-Succeed Gold course and later drop it will be financially responsible for the course if they do not drop before October 4, 2010.**

If you would like for your student to participate in this unique program, please sign the consent form below and have her/him return the form to the course instructor. We strongly encourage you and your student to obtain more complete information about the CU Succeed Gold Program from our website (www.ucdenver.edu/cusucceed) before registering.

PLEASE KEEP THE UPPER PORTION FOR YOUR FUTURE REFERENCE

Detach the bottom portion and submit it to the course instructor

**CU Succeed Gold Program
Parent/Guardian Consent Form
Fall 2010**

I certify that I am aware that my student has enrolled in a CU Succeed Gold course at her/his high school for which s/he is to receive credit from UC Denver. I understand that UC Denver will issue and permanently record grades issued to my student by her/his instructor. Finally, I am aware of the fact that I am financially responsible to UC Denver for the tuition of \$75 per credit.

Name of Student _____ UC Denver Student ID # _____
Print

Course Number _____ Instructor _____

High School _____

Signature of Parent/Guardian _____ Date _____

Printed Name of Parent/Guardian _____

Street Address _____

City _____ State _____ Postal Code _____

Phone Number _____ Parent E-mail _____